



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

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DAVID E. JANSSEN
Chief Administrative Officer

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September 14, 2005

To: Supervisor Gloria Molina, Chair
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Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen
Chief Administrative Officer

**SHERIFF'S DEPARTMENT - STATUS REPORT ON HIRING AND RETAINING
HEALTH CARE PERSONNEL**

On April 12, 2005, your Board instructed the Chief Administrative Office to report every three months on the status of hiring and retaining health care personnel in the jails. As of August 22, 2005, the Sheriff's Department indicates they have filled 64.0 of the 141.0 enhanced Medical Services Bureau (MSB) positions. A list of the classifications hired and their start date is attached.

On a number of occasions, my staff met with the Board's staff and the Department to review their hiring efforts. As a result, we will be recommending the addition of 141.0 positions and the transfer of \$10.0 million from the Provisional Financing Uses budget to the Department for FY 2005-06 in the supplemental budget phase. We will continue to review the Department's progress towards filling the remainder of their positions and provide quarterly tracking reports to the Board. The report will include: (1) tracking the existing baseline MSB positions; (2) tracking the 141.0 positions added during supplemental; and (3) tracking MSB's overtime and associated Full-Time Equivalent (FTE) positions.

To ensure successful recruitment of medical positions, MSB has or will be implementing the following recruitment strategies:

- Attendance at Nurse Week job fairs throughout California and the Western United States region. (Nurse Week is a prominent nursing industry magazine.)

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- Securing advertisements in Nurse Week magazine.
- Direct mailing campaign targeting Registered Nurses, Licensed Vocational Nurses, and Physician Specialists throughout the Southern California region, utilizing a data list obtained through the State Board of Registered Nursing.
- Direct interaction and marketing with local college and university nursing programs, including East Los Angeles Community College, American Career College, California State University at Los Angeles, and California State University at Long Beach. The Department also provides tours of the jail and clinical facilities.
- Exploring ways of recruiting military medical personnel exiting the armed forces.
- Placing advertisements on Sheriff Department buses.
- Posting job opportunities on the Department's internet sites.
- Posting job opportunities on other websites, such as "Career Builders.com".
- Advertising in the newspapers of the various Armed Forces.

Please let me know if you have any questions, or your staff may contact Debbie Lizzari, at (213) 974-6872.

DEJ:SRH:DL
RG:SW:RY:yf

C: Sheriff Leroy D. Baca
Executive Officer, Board of Supervisors

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